



**Riverdale Municipality**  
**Meeting Minutes**  
**Regular Meeting May 20, 2025 - 06:00 PM**

**Called To Order**

Mayor Lamb called the meeting to order at 6:00 p.m. with the following members of Council in attendance:

- Councillor David Creighton
- Councillor Everett Smith
- Councillor Shawn Mason
- Councillor Christa Veitch
- Councillor Tyler Pod

Chief Administrative Officer, Marci Quane, recorded the minutes.

**Resolution No:**  
254-149

**Adoption of Agenda**  
**Moved By:** Tyler Pod  
**Seconded By:** David Creighton

Be It Resolved that the regular meeting agenda dated May 20th, 2025, be adopted as presented

Be It Further Resolved that the agenda form part of the minutes.

**CARRIED UNANIMOUSLY**

**Resolution No:**  
254-150

**Adoption of Minutes**  
**Moved By:** Christa Veitch  
**Seconded By:** Shawn Mason

Be It Resolved that the minutes of May 6th, 2025 be adopted as circulated.

**CARRIED UNANIMOUSLY**

**Delegation/Public Hearings**

**Resolution No:**  
254-151

**Communications**  
**Moved By:** Tyler Pod  
**Seconded By:** Everett Smith

Be It Resolved that Council accept and file the following Correspondence:  
Manitoba Dutch Elm Disease Bulletin  
Rivers Collegiate Confirmation of Scholarship Awards (as per policy)  
Minister for Municipal and Northern Relations 2025 Municipal Operating Grant

**CARRIED UNANIMOUSLY**

**Monthly Reports**

**Resolution No:**  
254-152

**List of Accounts for Approval**  
**Moved By:** David Creighton  
**Seconded By:** Christa Veitch

NOW THEREFORE BE IT RESOLVED that Council approves the accounts for \$385,174.30 including cheques 15681 - 15747.

**CARRIED UNANIMOUSLY**

**Unfinished Business**

**Home Hardware Update**

**Resolution No:**  
254-153

**Culvert Application**  
**Moved By:** Everett Smith  
**Seconded By:** Tyler Pod

Whereas Reg & Dianne Clark applied for a culvert to be installed on Road 62 diverting water from SW 13-11-20 to NE 12-11-20.

Therefore be it resolved that Council approve the application providing the applicants receives written approval through the appropriate water licensing authority from the Province of Manitoba;

Further be it resolved that the applicant enters into a development agreement with Riverdale Municipality.

Further be it resolved that all costs for the construction of this culvert installation are at the expense of the applicants.

**CARRIED UNANIMOUSLY**

**New Business**

**Resolution No:**  
254-154

**HR Policy 02-15 Employment Policy, RRSP Program**  
**Moved By:** David Creighton  
**Seconded By:** Christa Veitch

**WHEREAS** the Council of Riverdale Municipality established an RRSP incentive program for all permanent, full-time employees effective January 1st, 2015 under Policy HR-02-15;

**AND WHEREAS** the policy outlines that the Municipality will match employee contributions to a maximum of \$25.00 bi-weekly or the employee’s hourly wage, whichever is greater;

**AND WHEREAS** the original policy specifies that RRSP funds are not withdrawable until retirement, resignation, or termination;

**AND WHEREAS** Council recognizes the value of providing employees greater flexibility in accessing their personal RRSP contributions while maintaining the integrity of the Municipality’s matched portion;

**NOW THEREFORE BE IT RESOLVED** that Council approve the following addendum to Policy HR-02-15:

1. Employees may access and withdraw any additional voluntary personal contributions beyond the employer matched requirement to the RRSP program, including any retroactive contributions made at their discretion, at any time, subject to applicable financial institution and taxation regulations.
2. The Employee and Municipality’s matched contributions shall remain locked-in and may not be withdrawn until the employee retires, resigns, or is terminated from employment with Riverdale Municipality, in accordance with the original policy.
3. This addendum is effective immediately upon Council approval and applies retroactively to the inception of the program on January 1st, 2015.

**BE IT FURTHER RESOLVED** that this resolution shall be attached to and form part of Policy HR-02-15 as an official amendment.

**CARRIED UNANIMOUSLY**

**Tile Drainage Application 2025-01, Guild TABLE**

**Resolution No:** 254-155  
**Rolling Into Rivers, Request for Street Closure for Obie the Train**  
**Moved By:** David Creighton  
**Seconded By:** Christa Veitch

BE IT RESOLVED that Council approve in principle the temporary closure of certain municipal streets to allow for the safe operation of CN's Little Obie train exhibit during the upcoming weekend event, subject to final logistical review and coordination by administration. BE IT FURTHER RESOLVED that administration be authorized to notify and coordinate with the emergency services, and CN officials to ensure public safety and smooth delivery of the event

**CARRIED UNANIMOUSLY**

**Resolution No:** 254-156  
**Peters Special Event**  
**Moved By:** Tyler Pod  
**Seconded By:** Shawn Mason

Whereas Scott Peters and Rachel Beamish have applied to the Council of Riverdale Municipality to extend the noise by-law from 10:00pm to 1:00am for their wedding celebration.

Whereas Scott Peters and Rachel Beamish have requested to use municipal property being legally described as 21-249 & 42-286 for parking purposes for their event.

Therefore be it resolved that Council of Riverdale Municipality approve an extension of 2018-09 Nuisance and Noise By-law from 10:00pm to 1:00am on September 7, 2025 for their wedding event.

Be it further resolved that the Council of Riverdale Municipality authorize Peters guests to park on municipal property as indicated on the attached map.

Be it further resolved that parking shall not be allowed in a way that obstructs emergency services access to residential homes, or fire hydrants and that an agreement be drafted and signed between Riverdale Municipality and Peters/Beamish waiving the municipality of all liability for this event.

**CARRIED UNANIMOUSLY**

**Resolution No:** 254-157  
**Request for Land Agreement, J. Lok**  
**Moved By:** Tyler Pod  
**Seconded By:** Everett Smith

BE IT RESOLVED that Council approve in principle the implementation of fencing and signage along the turkey trail and lower trail area by the affected property owner to discourage unauthorized access to private property, while maintaining public access to the river for respectful use.

BE IT FURTHER RESOLVED that administration be directed to draft an access and liability agreement with the property owner outlining responsibilities, signage standards, and terms of use, with the option to revisit more permanent arrangements such as lease or transfer pending a successful trial period.

**CARRIED UNANIMOUSLY**

**Food Cyclor**

**Resolution No:** 254-158  
**FSEAP for Employees**  
**Moved By:** Christa Veitch  
**Seconded By:** Tyler Pod

WHEREAS the Council of Riverdale Municipality supports initiatives that promote employees wellness and mental health;

AND WHEREAS strong employee interest has been demonstrated through a recent internal survey regarding participation in the Employee Assistance Program (EAP) facilitated through the Manitoba Municipal Administrators Association (MMA) at a cost of \$4.25 per person, per month;

THEREFORE BE IT RESOLVED that the Council of Riverdale Municipality approve participation in the FSEAP program at 100% cost to the employee.

**CARRIED UNANIMOUSLY**

**Consideration of By-Laws**

**Resolution No:**  
254-159

**By-Law 2023-03 Agreement between Riverdale Municipality and RM of Whitehead for billing of delinquent water accounts**

**Moved By:** Shawn Mason

**Seconded By:** Tyler Pod

**WHEREAS** the RM of Whitehead has requested a review and renewal of the existing water supply agreement between the RM of Whitehead and Riverdale Municipality;

**AND WHEREAS** it has come to the attention of both parties that the current intermunicipal water service arrangement is either outdated or missing from municipal records, creating uncertainty regarding billing responsibilities and service terms;

**AND WHEREAS** a specific water user account now carries an outstanding balance exceeding \$900, further highlighting the need for an updated agreement with clear terms and responsibilities;

**AND WHEREAS** Riverdale Municipality recognizes the importance of re-establishing a formal agreement to reflect current operations, expectations, and billing practices, and has reviewed relevant documentation, including the agreement between RM of Whitehead and RM of Elton, as a reference;

**NOW THEREFORE BE IT RESOLVED** that Council give **first reading to By-Law 2025-03**, a by-law to establish and formalize a renewed water supply agreement between Riverdale Municipality and the RM of Whitehead.

**CARRIED UNANIMOUSLY**

**Resolution No:**  
254-162

**1st reading 2025-03 Whitehead Water Agreement**

**Moved By:** Tyler Pod

**Seconded By:** Everett Smith

Be It Resolved that By-Law 2025-03, being a By-Law to record an agreement between RM of Whitehead and Riverdale Municipality for billing of delinquent water accounts be given 1st reading.

**CARRIED UNANIMOUSLY**

**Resolution No:**  
254-160

**In Camera**

**Moved By:** Everett Smith

**Seconded By:** Christa Veitch

Be It Resolved That Council recess the regular meeting to sit in camera as a Committee of the Whole to discuss personnel issues.

Be It Further Resolved That all matters discussed are to be kept confidential.

**CARRIED UNANIMOUSLY**

**In Camera**

**Resolution No:**  
254-161

**Out of Camera Moved By:** Shawn Mason  
**Seconded By:** Christa Veitch

Be It Resolved that Council do now adjourn the in camera session and continue with the regular agenda.

**CARRIED UNANIMOUSLY**

**Resolution No:**  
254-163

**Memorial Drive Infrastructure Report Moved By:** Christa Veitch  
**Seconded By:** Shawn Mason

**WHEREAS** Mr. Greg Tramley of McCandless Tramley retained Burns Maendel Consulting Engineers Ltd. (BMCE) to review and provide professional engineering opinion and guidance on the cause of, and recommended remediation for, sewer and water infrastructure deficiencies installed in 2020 by Rob Smith & Sons along Lots 1 to 17 on Lake Road in Rivers, Manitoba;

**AND WHEREAS** BMCE undertook a thorough investigation, which included review of original documentation, site meetings with Council and Rob Smith & Sons, frost penetration calculations, topographical surveys, and field locates and measurements in partnership with Anseeuw Brothers to confirm burial depths;

**AND WHEREAS** BMCE identified areas of infrastructure that did not meet the minimum burial depth of 2.75 metres, coordinated required warranty repairs with Rob Smith & Sons, and conducted on-site oversight during remedial work carried out in the fall of 2024;

**AND WHEREAS** BMCE has provided Council with updated record drawings and a comprehensive final update memo confirming that all previously identified deficiencies have been addressed and repaired, and no further services related to this scope of work are required;

**NOW THEREFORE BE IT RESOLVED** that Council accept the final report and record drawings submitted by Burns Maendel Consulting Engineers Ltd. regarding the Lake Road sewer and water infrastructure remediation project, and acknowledges the completion of all required warranty work to the satisfaction of the Municipality.

**CARRIED UNANIMOUSLY**

**Councillor's Remarks & Suggestions**

Councillor Pod mentioned that there have been reports of trucks speeding in town.

Councillor Veitch asked about additional hours for the operators to continue grading the municipal roads.

Councillor Mason asked for an update on property standards cleanups. Rivers Chamber of Commerce is hosting the Community Garage and Boot Sale, Legion will host a BBQ with help from Westoba Credit Union.

Councillor Creighton requested that the Strat Plan to be shared with CDC.

The police station could be rented out or be a community incubator for new businesses.

**Mayor's remarks & Suggestions**

Mayor Lamb attended a zoom RMED meeting with guest Karra Burney, Economic Development Officer from Carberry. She shared her journey of getting a second child care facility in Carberry. I plan to update the Early Learning Centre Board at the CDC meeting on 22 May. Next step

will be to register with Co-operative First and become a Childcare Co-operative. This will open doors of information detailing everything we will need to open our second child care facility, grant application writing and everything in-between getting us to the finish line to apply for the Provincial 60/40 grant that closes March 2026.

**Resolution**  
**No:**  
254-164

**Adjournment**  
**Moved By:** Tyler Pod  
**Seconded By:** David Creighton

Be It Resolved that Council do now adjourn.  
TIME: 8:25 pm

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**Heather Lamb**  
Mayor

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**Marci Quane**  
Chief Administrative Officer